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## Deputy Borough Librarian and Curator

£3,604 to £7,369 p.a., Inc. and "Essential User" Car Allowance

Following the Deputy's promotion to the Head of Department post, we are seeking an experienced Chartered Librarian to assist with the provision of a comprehensive and efficient Libraries and Arts service to the Borough.

In addition to the full deputising role, the post carries responsibility for the management of the 12 libraries, a service to schools, a local history museum, an art gallery, and a full programme of cultural activities. The Deputy will be deeply involved in the Council's Corporate Management process and implementing its strategy for the Arts. Applicants should be able to combine professional competence with managerial ability in both Libraries and the Arts.

Generous relocation assistance will be provided in approved cases. For further details and an application form, contact the Personnel Officer, Town Hall, Forest Road, London E17 4JF (Tel. 01-531 8880, 24-hour answering service). Closing date March 17, 1978. Please quote Ref: 0808.

London Borough of  
**Waltham Forest**

CITY OF MANCHESTER  
CULTURAL SERVICES DEPARTMENT

## ASSISTANT DIRECTOR

DISTRICT CULTURAL SERVICES

Salary, £5,889 to £6,564, plus Phase 1 and Phase 2 Supplements &amp; appropriate

A new post, responsible in respect of District Cultural Services generally for performance review, programme planning, development, recruitment, deployment of resources, publicity, relations with the Art Galleries and Theatre Groups of the Department, and coordination of the work of the Area Organisations. Responsible personally for the Deputy's role in the Manchester-Salford Inner Cities Partnership, liaison with community-based cultural organizations, and management of the Central Area (including City-wide music and extra-mural services). For further details, telephone 061-276 9422, extension 261/262.

Applications, stating age, qualifications, experience and details of past and present appointments, present salary and salary, together with the names and addresses of two referees, should reach the Personnel Assistant, City of Manchester Cultural Services, Central Library, St Peter's Square, Manchester M2 5PD, by March 6, 1978.

## CITY OF ABERDEEN

Applications are invited from Chartered Librarians for the post of:

## Depute City Librarian

The post is the second tier post in the establishment of a large and expanding Libraries Department and applicants should have wide experience within a local authority.

The salary scale is £3,324 to £195 (3) - £6,908 per annum, with an additional current earnings supplement of £520 per annum. Picking up the salary scale may be considered. The post is supernumerary and a medical examination may be required.

Removal expenses paid and temporary housing accommodation will be available where appropriate. Applications in writing, giving age, full particulars of qualifications, experience and present appointment and salary, along with the names and addresses of two referees to whom requests may be made for testimonials, should be lodged with the Town Clerk and Chief Executive, City of Aberdeen District Council, Town House, Aberdeen AB9 1AQ, not later than Friday, 10th March, 1978.

JOHN M. WILSON,  
Town Clerk and Chief Executive.LONDON BOROUGH OF BROMLEY  
LIBRARIES DEPARTMENT

## ARCHIVIST

A.P.S. £4,400-£5,000

Applications are invited from graduates with Archivist Diploma, and preferably with recent office experience. Successful candidates will be charged with the responsibility of maintaining a comprehensive and up-to-date archive of the Borough's history, including the collection, preservation and access to records of the Borough's history, including the collection, preservation and access to records of the Borough's history.

Application forms and further details from Assistant Chief Executive (Personnel), Town Hall, Bromley, Kent. Telephone 01-461 3333, Ext. 118. Closing date 9th March, 1978.

AUDIO VISUAL  
LIBRARIAN

£3,098-£3,825 plus Supplements

Applications are invited from Chartered Librarians for the above post. The primary function will be responsibility for overall supervision of the service in Central and Branch libraries, cataloguing, purchasing professional staff on general management matters. Secondary function will be the supervision of clerical staff and undertaking of any professional duties as required.

Placing on the above scale will be according to qualifications and experience. The supplements paid will be £312 per annum and 5 per cent supplement in accordance with Phase II plus £52 shift allowance.

Application forms obtainable from: Manpower Services Department, Clydebank District Council, 2 Hall Street, CLYDEBANK, Tel. 041-852 1103-4, ext. 12. Completed forms should be returned by Friday 10th March, 1978.

Clydebank  
District Council

HOME-BASED  
EDITOR

FOR NEW THESAURUS

Longman Group require an editor who will be responsible for work on a major thesaurus. The appointment will be on the basis of a two year contract and it is envisaged that the successful candidate will work mainly from home, although regular visits to our head offices at Harlow in Essex will be required.

Candidates must have a first degree in language or linguistics and preferably have already demonstrated their editorial skills.

For further details and an application form, please contact:—

Mrs S. Eltherington, Assistant Personnel Manager, Longman Group Ltd, Longman House, Burnt Mill, Harlow, Essex. Telephone Harlow 28721, extension 29.

EDINBURGH  
UNIVERSITY LIBRARYSENIOR  
LIBRARY  
ASSISTANT

(Librarian Grade II)

Applications are invited for a professional post in the Cataloguing Department, Main Library. Applicants must be graduates, with a professional qualification in Librarianship and a good knowledge of Russian. Salary scale is £3,333 to £4,511 p.a., with superannuation.

Further particulars and application forms may be obtained from the Secretary to the University, Old College, South Bridge, Edinburgh, EH8 9YU, quoting Reference 7001. The closing date for applications is March 15, 1978.

St. Albans College, 25 Hatfield Road, St. Albans

SENIOR  
LIBRARY  
ASSISTANT

A Qualified Librarian

A Qualified Librarian with experience in the charge of archive collection and an understanding of the needs of the community. The post is a full-time position, with a salary scale of £3,714 plus Phase 2 minimum supplement for Chartered Librarians. £3,844 plus Phase II. Further details available from the Registrar to whom applications should be sent.

Application forms and further details from Assistant Chief Executive (Personnel), Town Hall, Bromley, Kent. Telephone 01-461 3333, Ext. 118. Closing date 9th March, 1978.

BEDFORDSHIRE  
EDUCATION SERVICENORTH COLLEGE  
OF Higher EducationAssistant  
Librarians

Applications are invited from suitable qualified librarians for the following posts:

(1) Chief Cataloguer/Systems Librarian  
An interest in library automation is essential and relevant experience is a distinct advantage. Salary scale is £3,333 to £4,511 p.a. plus 5 per cent stage II supplement.

(2) Cataloguer  
Salary range: £3,111 to £4,407 p.a. plus 5 per cent stage II supplement. Further details and application forms may be obtained from: The Chief Administrative Officer, Bedford College of Higher Education, Cusack Street, Bedford MK42 9AU. Closing date: 17th March, 1978.

London Borough of  
Waltham Forest  
Libraries &  
The Arts Department

Senior or Assistant

Leyton Reference Library

Grade: A.P.3. Salary: £3,604-£4,072 p.a. inclusive.

We are looking for a Chartered Librarian, who will be mainly concerned with the cataloguing and classification of books purchased for the Waltham Forest Reference Library.

Services. There will also be opportunity for local history and general reference enquiry work.

Application forms and further details from Personnel Officer, Town Hall, Forest Road, London E17 4JF. (Tel. 01-531 8880, 24-hour answering service). Closing date 10th March, 1978. Please quote Ref. J.807.

## HOUSE OF COMMONS LIBRARY

A qualified

## LIBRARIAN

is required for the BIPNITHIC section, with hands-on experience in all aspects of science, technology, medicine and environmental matters. Duties include cataloguing, indexing and general professional support. Successful candidates will be required to undertake a postgraduate course in three or four years. There is a three-year Certificate course in three subjects only, and a postgraduate course. The College is non-denominational; there is no religious test. In September next there will be about 320 students.

The College is pleasantly situated in an attractive wooded estate of some 45 acres, in a quiet residential neighbourhood on the southern outskirts of the City of Belfast. New building projects to the value of £2.5 million have been completed in recent years.

Applications are invited for the above post, for appointment from September 1, 1978, at the level of Senior Lecturer (Salary scale at present £8,443 to £7,861 per annum).

The Institute is a teaching institution of the University of London and also has a relationship to the Universities of Paris and the British Council.

Duties include the organization and administration of university level classes and special courses in French for adult students, as well as some regular teaching. Preference will be given to candidates aged 30 to 45, with an Honours degree in French and experience in university teaching. An academic interest in either Applied Linguistics or present-day French Literature, Society, Art or Thought will also be an advantage.

Further particulars and application forms are available from: The London Secretary, British Institute in Paris, University of London, Senate House, Malet Street, London WC1E 7HU. Closing date for applications: March 31, 1978. Interviews will be held in London.

Salary within scale £3,333-£6,666 (under review). It is hoped to appoint within the lower half of the scale. Further details from Paul Johnson, Establishment Officer, Ref. 78,047A.

Loughborough University of Technology

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## CLASSIFIED ADVERTISEMENTS

## STRANMILLIS COLLEGE, BELFAST

Principal: James Pomfret, M.A., B.Sc., M.Ed.

Stranmillis College is wholly concerned with the preparation of men and women for teaching in nursery, primary and secondary schools, mainly through B.Ed. Degree courses of three and four years. There is a three-year Certificate course in three shortage subjects only, and a postgraduate course. The College is non-denominational; there is no religious test. In September next there will be about 320 students.

The College is pleasantly situated in an attractive wooded estate of some 45 acres, in a quiet residential neighbourhood on the southern outskirts of the City of Belfast. New building projects to the value of £2.5 million have been completed in recent years.

## LECTURER OR SENIOR

## LECTURER IN HANDICRAFT

Applications are invited from men for the appointment from 1st September, 1978, with good qualifications and teaching experience, possibly in Applied Science Technology and Craft Design. Other qualifications will be considered. There are courses for the Certificate in Education and for the B.Ed. General Degree with Handicraft as a main subject.

Salary Scale: £3,279 to £6,417 plus £492 under first two stages of the Pay Code, with a further review expected from April 81. Placing initially according to experience.

Further information about the College and appointment, and a form of application may be obtained from:—

The Secretary

Stranmillis College, Belfast BT9 5DY

Applications should be received not later than Friday, 17th March, 1978.

## THE BRITISH LIBRARY

## Research Assistants

## Science Reference Library

to work in the following areas:

includes cataloguing scientific books and periodicals in English and other Western European languages. Work will initially involve preparing computer records for serials stock using AACR. Degree or library qualification, experience of using AACR, and good working knowledge of one or more foreign modern Western European languages essential.

## Bibliographic Services Division (4 posts)

Involving the preparation of data for the UK MARC File and the British National Bibliography based upon material deposited at the Copyright Clearance Office. Candidates must be qualified librarians with knowledge of AACR, subject indexing systems and general classifications.

SALARY (Inner London): As RA Grade I, £4,230 to £5,440, or RA Grade II, £3,070 to £4,810. Level of appointment and starting salary according to age, qualifications and experience. Non-contributory pension scheme.

For further details and an application form (to be returned by 17 March 1978) write to Civil Service Commission, Alencon Link, Basingstoke, Hants RG21 1JB, or telephone Basingstoke (0256) 88661 (answering service outside office hours). Please quote reference G(6) 382.

FALKIRK  
DISTRICT  
COUNCILDEPARTMENT OF  
LIBRARIES AND MUSEUMSPrincipal  
Assistant Librarian

Bibliographic &amp; Reference Services

£5,065-£5,518 inclusive of supplements

Applications are invited from Chartered Librarians for this important 3rd tier post with a progressive library authority. Responsibilities cover bibliographic, reference and information services throughout the District and duties will include the planning and implementation of an automated library system. The post is based at Falkirk.

The District is a growth area and its unique situation offers immediate access to a wide range of leisure and recreational facilities.

A 35-hour week is worked and a casual user's car allowance is payable. Consideration will be given to the provision of housing facilities and removal expenses.

Further details and application forms are available from Mr. B. McCallum, Personnel Officer, Falkirk District Council, Municipal Buildings, 26 Upper Malet Street, London W6 9TB, England. The closing date for applications is 16th March, 1978.

James P. H. Paton, Chief Executive Officer.

## PUBLIC RECORD

## Office, Kew

## ASSISTANT KEEPERS

to undertake a wide range of duties concerned with the preservation and use of the public records (accumulated over 9 centuries) as a research source. The work includes arranging and classifying the records, preparing guides and handbooks, superintending the public access rooms; studying problems of preservation and use of records and computer technology, and advising on the selection of records for preservation.

Candidates should normally have a relevant degree with 1st or 2nd class honours, or a post-graduate degree, and a good reading knowledge of at least 2 modern or classical foreign languages; but others with special knowledge or experience may also be considered.

Salary: as AK First Class, £5,200-£7,005 or AK Second Class, £3,130-£4,065. Level of appointment and starting salary according to age, qualifications and experience. Promotion prospects. Non-contributory pension scheme.

For further details and an application form (to be returned by 17 March 1978) write to Civil Service Commission, Alencon Link, Basingstoke, Hants, RG21 1JB, or telephone Basingstoke (0256) 88661 (answering service outside office hours). Please quote ref G(8)382.

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